

# Kerry Braun

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OBJECTIVE	To further the mission of Elizabeth's New Life Center by serving as the Manager of the Mobile Women's Center.											
SKILLS & ABILITIES	<ul style="list-style-type: none"><li>• Natural leader</li><li>• Program management</li><li>• Good interpersonal skills</li><li>• Compassionate and active listener</li><li>• Analytical thinker</li></ul>											
EXPERIENCE	<p>Work closely with other center managers as well as my staff and volunteers as manager of the Mobile Women's Center. Current duties include overseeing all client contact for outreach and consulting. Administering training for staff and volunteers, maintaining records, evaluations, etc.</p> <p>Manager of Women's Center-East before moving to managing the Mobile Women's Center.</p> <p>ENLC's Mentoring Coordinator for the OSFI Mentoring Collaborative. Participated in all on and off site collaborative meetings and worked closely with The Collaborative Director and database expert in order to maintain appropriate participants and accurate records etc. Created a Policy and Procedure Manual for ENLC's mentoring program as well as all necessary forms for billing and maintaining accurate records. Worked closely with all center mentoring coordinators and billing department to ensure accuracy and consistency within our program.</p> <p>As the volunteer/mentoring coordinator I have recruited, discerned and trained both staff and volunteer consultants and mentors. Conducted training sessions at 5 of the ENLC Center locations. Played a significant role in implementing the Sexual Integrity Program as well as training the staff and volunteers in how to utilize the program with our clients.</p> <p>Employment History:</p> <table><tr><td>Elizabeth's New Life Center</td><td>2000 to present</td></tr><tr><td>In Home Child Care</td><td>1985-1991</td></tr><tr><td>Society National Bank</td><td>1975-1982</td></tr></table>		Elizabeth's New Life Center	2000 to present	In Home Child Care	1985-1991	Society National Bank	1975-1982				
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